



## **Town of Boxborough**

### **Minutes of Meeting**

### **Boxborough IT Committee (BITCom)**

**Meeting Date:** 04/24/2012  
**Time Called to Order:** 07:42 PM  
**Time Adjourned:** 09:01 PM  
**In Attendance:** Jay Bhatia, Jamie Rogers, Chris Russo, Eric Wong  
**Guests:** Matt Frost

#### **Minutes**

- Previous meeting on April 10, 2012 cancelled to due to lack of quorum.
- Discussion and approval of previous meeting minutes
  - 02/28/2012 meeting minutes reviewed and accepted as presented.
- VOIP system update
  - Matt provided an update with the system going live two weeks ago at Town Hall.
  - Firmware upgrade planned for tomorrow to resolve some issues related to phone SIP features.
  - The hard copy of the dial plan is still pending.
  - There was a discussion about the fallback approach for implementing VOIP at the Police and Fire Departments. It was agreed that there should be a meeting scheduled with each chief to agree on VOIP features, plan and important call flows.
  - There was a discussion about extending the VOIP solution for the town library.
- Website updates
  - Content migration continues.
  - There was a discussion about the new domain name. The state manages ma.gov, so we would have to request an additional change for usage of boxborough.ma.gov (as opposed to boxborough-ma.gov).
- New topics
  - Discussion around email archiving. We need control over the filters. Mailbox sizes are becoming an issue. Matt has looked into a couple of hosted service solutions.